

NAVAJO COUNTY AGENDA ITEM REQUEST FORM

Meeting Date:	Time Needed: CONSENT						
Requesting Department:	Presenter(s) Name						
Motion before the Board:							
Recommendation: (who, what, where, when, how, etc.)							
Background: (why should it be done, what will happen if not approved, etc. include resolution)							
Fiscal Impact: (what will it cost, where funds will come from, is it budgeted, etc.)							
<table style="width: 100%; border: none;"> <tr> <td style="width: 15%;">Reviewed and approved by:</td> <td style="width: 15%;">County Manager <input type="checkbox"/></td> <td style="width: 15%;">County Attorney <input type="checkbox"/></td> <td style="width: 15%;">Human Resources <input type="checkbox"/></td> <td style="width: 15%;">Finance <input type="checkbox"/></td> <td style="width: 15%;">IT <input type="checkbox"/></td> </tr> </table>		Reviewed and approved by:	County Manager <input type="checkbox"/>	County Attorney <input type="checkbox"/>	Human Resources <input type="checkbox"/>	Finance <input type="checkbox"/>	IT <input type="checkbox"/>
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<div style="text-align: center;">Board Action Taken</div> <table style="width: 100%; border: none;"> <tr> <td style="width: 15%;">Approved <input type="checkbox"/></td> <td style="width: 15%;">Denied <input type="checkbox"/></td> <td style="width: 15%;">No Action <input type="checkbox"/></td> <td style="width: 15%;">Continued <input type="checkbox"/></td> <td style="width: 40%;">Continued to: _____</td> </tr> </table>		Approved <input type="checkbox"/>	Denied <input type="checkbox"/>	No Action <input type="checkbox"/>	Continued <input type="checkbox"/>	Continued to: _____	
Approved <input type="checkbox"/>	Denied <input type="checkbox"/>	No Action <input type="checkbox"/>	Continued <input type="checkbox"/>	Continued to: _____			
Approved with changes as follows: _____							
Clerk's Notes							
Date:	Initial:						

REMINDER: Email this coversheet and all backup documentation to **BOS.Clerk** by **Noon the Tuesday** before the BOS meeting.